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12 MAR 1977

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM : John F. Blake  
Deputy Director for Administration

SUBJECT : Personnel Development Program

REFERENCES : (a) Memo for DD/A from ADCI dtd 10 Feb 77,  
re same subject  
(b) Memo for Deputy Directors and Comptroller  
from D/Pers dtd 2 Feb 77, subject:  
Executive Replacement Cadre

1. In response to your memorandum of 10 February suggesting an expansion of the second level of PDP, i.e., Level B Executive Replacement Cadre, to include all supergrade and certain important GS-15 positions, may I recommend there be no change at this time in the reference (b) procedure. Level B as now structured, and as described in reference (b), lists operating official and operating official deputy positions, plus other senior positions selected by the Deputy Directors and the Comptroller as having equivalent levels of responsibility in their components. Incumbents and potential replacement candidates are named for each position. This list, in combination with the Level A list, comprises the Agency's senior managerial positions, with the Level B list probably containing most of the future candidates for the Key Operating Positions.

2. The remainder of the supergrade positions and important GS-15 positions which you have proposed be added to the second level list are in large part contained in the Executive List report of the PDP, which requires a listing of all executive level positions at grades GS-15 through GS-17 and SPS expected to become vacant in the established three-year period, and includes the candidates considered qualified for these assignments. This list can be expanded to include those few positions not now listed because of the expected longer tenures of incumbents if this extension of coverage is considered desirable. The additional number should be small as our recent morale survey reflected that Agency managers change assignments relatively often; the majority have been in their current assignments

less than three years, so consequently the three-year projection should be fairly inclusive. The PDP has not required a report of training or developmental plans for candidates on this list, but a request for this data can be included in the FY 1978 PDP guidances.

3. If the above suggestion that there be no change in the present structure at this time is accepted, may I further recommend your personal review of both the Level A and Level B submissions, given their close correlation, and to emphasize the importance you give to the assignment planning exercise and your concern for the development of personnel for senior assignments. The total positions on both lists should not exceed 150.

[Redacted Signature]

John F. Blake

STAT

APPROVED :

E. H. Knoche  
Deputy Director of Central Intelligence

                      
Date

DISAPPROVED:

E. H. Knoche  
Deputy Director of Central Intelligence

                      
Date

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